



**LAC  
DMH**

LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH  
500 S. VERMONT AVE., LOS ANGELES, CA 90020 HTTP://DMH.LACOUNTY.GOV



ROBIN KAY, PH.D.  
Acting Director

DENNIS MURATA, M.S.W.  
Acting Chief Deputy Director

RODERICK SHANER, M.D.  
Medical Director

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

June 08, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

21 June 8, 2016

LORI GLASGOW  
EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL TO EXTEND THE TERM OF 19 DEPARTMENT OF MENTAL HEALTH BASIC LIVING  
SUPPORT SERVICES MASTER AGREEMENTS FOR FISCAL YEAR 2016-17  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Request approval to extend the term of 19 Basic Living Support Services Master Agreements for up to 12 months in Fiscal Year 2016-17 to ensure uninterrupted availability and accessibility of temporary housing and other necessities for clients and their children who are homeless or at risk of becoming homeless.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Approve and authorize the Acting Director of Mental Health (Acting Director), or her designee, to prepare, sign, and execute an amendment, substantially similar to Attachment I, to extend the term of 19 Basic Living Support Services (BLSS) Master Agreements with the contractors listed in Attachment II, which are due to expire on June 30, 2016, on a month-to-month basis for up to 12 months, effective July 1, 2016. While, these agreements have no individual contract amounts, the annual budget for these agreements is \$2,071,179 and is funded by State Mental Health Services Act (MHSA) revenue in the amount of \$1,824,179, 2011 Realignment funds in the amount of \$135,000, and Intrafund Transfer funds from the Department of Public Health in the amount of \$112,000.
2. Delegate authority to the Acting Director, or her designee to prepare, sign, and execute amendments to the BLSS Master Agreements, provided that: 1) approval as to form by County Counsel, or her designee, is obtained prior to execution of any such amendments; and 2) the Acting Director, or her designee, notifies your Board of Agreement changes in writing within 30 days of

execution of any BLSS Agreement or amendment.

3. Delegate authority to the Acting Director, or her designee, to terminate any agreements described in Recommendation 1, as may be needed, in accordance with the agreement's termination provisions or upon contractors' change of ownership or merger/acquisition with/by other entities. The Acting Director, or her designee, will notify your Board of such terminations in writing within 30 days after execution of each termination.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Board approval of the recommended actions will allow DMH to: 1) extend the term of 19 BLSS Master Agreements expiring on June 30, 2016, on a month-to-month basis for up to 12 months; 2) amend the BLSS Master Agreements; and 3) to terminate BLSS Master Agreements without the need for further Board involvement.

Extending the BLSS Master Agreements will allow basic living support services to be provided with minimal disruption to clients currently residing in shelter facilities pending the outcome of a Request for Statement of Qualifications (RFSQ) solicitation. DMH is currently in the process of finalizing the solicitation documents for release.

These BLSS Master Agreements are utilized on an as needed basis to provide temporary housing to adults with mental illness and their minor children who are homeless and who are transitioning to permanent housing. They also provide safe and clean shelter, 24-hour general oversight, three meals each day, linens, clothing and toiletries, and other basic life necessities. Without these services many of these individuals will remain on the street and homeless.

### **Implementation of Strategic Plan Goals**

The recommended actions support the County's Strategic Plan Goal 2, Community Support and Responsiveness.

### **FISCAL IMPACT/FINANCING**

The total appropriation budgeted for BLSS is fully funded with State MHSR revenue in the amount of \$1,824,179, 2011 Realignment revenue in the amount of \$135,000 and an Intrafund Transfer from DPH in the amount of \$112,000.

Funding for these agreements is included in DMH's FY 2016-17 Recommended Budget. There is no increase in net County cost associated with the above recommendations.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

According to the Los Angeles Homeless Services Authority the total point-in-time homeless population in Los Angeles County (LAC) was 44,359 in FY 2015-16. Approximately one-third of these individuals have a mental illness. Board approval of the recommended actions aligns with the LAC Chief Executive Offices' recommended strategies to combat homelessness.

Basic living support services provide temporary housing, food, clothing, toiletries, and other necessities to DMH clients and their children who are homeless or at risk of becoming homeless, and have limited or no financial resources. These clients qualify for these services as authorized by

the California Welfare and Institutions Code (WIC) section 5600 et seq.

Accordingly, DMH is asking for authority to extend these agreements to ensure that this population has continued access to safe shelters and other basic life necessities until transitional or permanent housing is obtained.

The attached Amendment format (Attachment I) has been approved as to form by County Counsel. DMH program staff will continue to monitor the services provided under these BLSS Master Agreements to ensure that agreement provisions and Departmental policies are followed. The individual agreements do not have a guaranteed contract amount. DMH makes client referrals to the qualified pool of providers of basic living support services on an as needed basis based on clients and/or geographical needs. DMH reimburses the contractors for each adult client in accordance to adult residential care rate established by the California Department of Social Services (CDSS). As of January 2016, the rate is \$1,014 per month. Contractors are also reimbursed \$15 per night if a client's minor child also stays in the contractor's facility.

Attachment II lists the 19 BLSS Master Agreements, including headquarters address, the Service Area, and Supervisorial District.

### **CONTRACTING PROCESS**

On June, 9, 2009, DMH issued a RFSQ soliciting Statements of Qualifications (SOQ) from prospective BLSS providers who met the minimum qualifications listed on the RFSQ. The RFSQ allowed DMH to create a pool of BLSS providers based on client's needs and geographical areas throughout Los Angeles County, while having the ability to add BLSS agencies on an ongoing basis.

The RFSQ was posted on the Office of Small Business (OSB), LAC and DMH websites and mailed to a number of prospective BLSS providers. Through the RFSQ process and based on the evaluation criteria, DMH selected providers who met the RFSQ requirements.

All agencies on the BLSS Master Agreement List have met the minimum contracting qualifications listed in the current BLSS RFSQ solicitation, including compliance with all Countywide contracting requirements, and have demonstrated relevant experience and capacity to provide BLSS.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Board approval of the recommended actions will allow BLSS contractors to continue to provide temporary housing and other basic life necessities that are critical to helping homeless adults who have mental illness and their families who are transitioning from homelessness to permanent housing.

The Honorable Board of Supervisors

6/8/2016

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Respectfully submitted,

*Robin Kay, Ph.D.*

ROBIN KAY, Ph.D.

Acting Director of Mental Health

RK:DM:MF:LR:coh

Enclosures

c: Executive Office, Board of Supervisor  
Chief Executive Office  
County Counsel  
Chairperson, Mental Health Commission

CONTRACT NO. MH

THIS AMENDMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2016, by \_\_\_\_\_ and between the COUNTY OF LOS ANGELES (hereafter "County") and \_\_\_\_\_ (hereafter "Contractor").

WHEREAS, County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, the extension of Agreement term will give the County time in which to complete the Request for Statement of Qualifications (RFSQ) process; and

1. The Agreement term is extended on a month-to-month basis for up to 12 months for FY 2016-17, for uninterrupted Basic Living Support Services for temporary emergency shelter and to give County time to complete the RFSQ process.

2. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by County's Acting Director of Mental Health or her designee, and Contractor has caused this Amendment to be subscribed on its behalf by its duly authorized officer, on the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
ROBIN KAY, Ph.D.  
Acting Director of Mental Health

\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_  
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:  
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT  
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By \_\_\_\_\_  
Interim Chief, Contracts Development  
and Administration Division

coh:Amendment format to BLSS Extension

**COUNTY OF LOS ANGELES -- DEPARTMENT OF MENTAL HEALTH  
Contracts Development and Administration Division**

**ATTACHMENT II**

**Los Angeles County Department of Mental Health  
Contract - Basic Living Support Services FY 2016-17**

Item No.	CONTRACTOR	SUP. DIST.	Service Area	Agreement Term
1	1736 Family Crisis Center 2116 Arlington Avenue, Suite 200 Los Angeles, CA 90018	2,4	6,8	Monthly
2	Fillipino American Service Group, Inc. 135 N. Parkview Street Los Angeles, Ca 90026	1	4	Monthly
3	LA Family Housing Corporation 7843 Lankershim Blvd North Hollywood, CA 91605	3	2	Monthly
4	Union Station 825 E. Orange Grove Blvd. Pasadena, CA 91104	5	3	Monthly
5	Social Model Recovery Systems 223 E. Rowland Street Covina, CA 91723	1	3	Monthly
6	People Assisting the Homeless (P.A.T.H.) 340 N. Madison Ave. Los Angeles, CA 90004	3	4	Monthly
7	Women For Sobriety Center 1422 S. Wilton Place Los Angeles, CA 90019	3	4	Monthly
8	The Salvation Army, A California Corporation 180 E. Ocean Blvd., Suite 700 Long Beach, CA 90802	1	4	Monthly
9	Lamp Community 526 S. San Pedro Street Los Angeles, CA 90013	2	4	Monthly
10	Safe Refuge 1041 Redondo Ave. Long Beach, CA 90804	4	8	Monthly
11	New Choices Recovery Centers, Inc. 915 Walnut Avenue Long Beach, CA 90813	4	8	Monthly
12	Harbor Area Halfway House, Inc. 940 Dawson Ave Long Beach, CA 90804	4	8	Monthly
13	Weingart Center Association 566 S. San Perdo Street Los Angeles, CA 90013	2	4	Monthly
14	SRO Housing 1055 W. 7th Street, Suite 3250 Los Angeles, CA 90017	2	4	Monthly
15	Ocean Park Community Center- 1453 16th St. Santa Monica, CA 90404	3	5	Monthly
16	Eula's House Inc. 6709 La Tijera Blvd., #356 Los Angeles, CA 90045	2	6	Monthly
17	Parent of Watts Working with Youth & Adult. 10828 Lou Dillon Ave Los Angeles, CA 90059	2	6	Monthly



COUNTY OF LOS ANGELES -- DEPARTMENT OF MENTAL HEALTH  
Contracts Deveiopment and Administration Division

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Los Angeles County Department of Mental Health  
Contract - Basic Living Support Services FY 2016-17

Item No.	CONTRACTOR	SUP. DIST.	Service Area	Agreement Term
18	Testimonial Community Love Center 5721 S. Western Ave. Los Angeles, CA 90062	2	6	Monthly
19	First To Serve, Inc. 1017 W. 50th Street Los Angeles, CA 90037	2	6	Monthly